



January 9, 2020

U.S Embassy Lusaka
GSO/Contracting Unit
PO Box 320065
Lusaka, Zambia

To: Prospective Offerors

SUBJECT: Request for Quotations Number 19ZA6020PR8897099 for Supply and delivery Toyota Prado Motor Vehicle.

The Embassy of the United States of America invites you to submit bids for Supply and Delivery of Toyota Prado at New Embassy Compound in Ibex Hill.

The U.S. Government intends to contract the Supplies to one responsible company submitting an acceptable quotation with fair and reasonable prices. We intend to award the purchase order based on the initial quotation without holding discussions, unless necessary to do so.

Quotations will be due no later than **17:00hrs local time, Monday January 20, 2020** after which we will be unable to receive bids. Failure to submit quotations by the stipulated time will disqualify any company for consideration.

Delivery periods must be clearly specified in the quotations.

Refer to the attached documents and submit a complete quotation respectively in a sealed envelope marked **“Supply and Delivery of Toyota Prado Motor Vehicle”** to: The Contracting Officer, American Embassy Lusaka, and Stand 694 Lot 100 Ibex Hill Road. P.O. Box 31617, Lusaka.

Alternatively, bids can be e-mailed to LusakaProcurement@state.gov.

All contractors shall be registered in the SAM (System for Award Management) Database <https://www.sam.gov> prior to contract award pursuant to FAR provision

5.207. Therefore, prospective offerors are encouraged to register prior to the submittal of quotations/proposals.

The guidelines for registration in SAM are also available at:

<https://www.statebuy.state.gov/pd/Pages/AdditionalVendorReg.asp>

For a quotation to be considered, you must also complete and submit the following:

1. SF-1449
2. Section 1, Block 23
3. Section 5, Representations and Certifications;
4. Additional information as required in Section 3.

Direct any questions regarding this solicitation to the Contracting Officer by email Lusaka-GSO-Contracts@state.gov or by telephone +**260-211-357000** during regular business hours.

Sincerely,

Kyle Missbach
Contracting Officer